Annual Workforce Analysis and Staffing Plan Report
As of December 31, 2007
Reporting Office: Office of Site Engineering & Construction Management – Savannah River Site (NA-262)

Section One: Current Mission(s) of the Organization and Potential Changes

1. The Office of Site Engineering and Construction Management-SRS (NA-262) is part of the National Nuclear Security Administration (NNSA). NA-262 supports DOE Strategic Theme 2.2, "prevent the acquisition of nuclear and radiological materials for use in weapons of mass destruction and other acts of terrorism" and NNSA Strategic Goal 2, "provide technical leadership to limit or prevent the spread of materials, technology, and expertise relating to weapons of mass destruction; advance the technologies to detect the proliferation of weapons of mass destruction worldwide; and eliminate or secure inventories or surplus materials and infrastructure usable for nuclear weapons." NA-262's primary focus is on the safe, secure disposition of nuclear materials declared surplus to the U.S. nuclear weapons program.

   NA-262 currently has no nuclear or radiological facilities under its cognizance. NA-262 technical personnel are fully involved in various stages of the design and construction of major (multi-billion dollar) Hazard Category 2 facilities (see #2 below).

2. NNSA's plutonium disposition program is moving forward as planned and the following major construction, start-up, and operational activities will occur:

   - Mixed-Oxide (MOX) Fuel Fabrication Facility (Hazard Category 2)
     - Construction began August 2007
     - Hot operations beginning 2016
   - Pit Disassembly and Conversion Facility (Hazard Category 2)
     - Construction beginning 2010
     - Hot operations beginning 2019
   - Waste Solidification Building (Hazard Category 2)
     - Construction beginning 2008
     - Operations beginning 2012

Section Two: Technical Staffing

See the table in Section 2 of this document*.

NA-262-SRS is in a unique position with respect to technical competence because TQP planning and participation are not driven by existing facilities and safety systems. NA-262-SRS management has taken the following factors into consideration in defining technical competency/TQP participation goals:

- Technical competency in specific disciplines is required during design and other preparatory activities related to the construction and future operation of complex, high hazard nuclear facilities.
- Maintaining and enhancing technical qualifications of current personnel and new hires ensures continuity with other site and Complex-wide activities and provides flexibility as the program and organization continue to mature.

*** NOTE**: The Office of Site Engineering & Construction Management (NA-262) was created and approved in FY2007. The Technical Staffing levels provided in the table in Section 2 of this document are based on the approved NA-262 organization structure, which will include, when fully staffed, a Director; Deputy Director; three Federal Project Managers; and a Project Integration Division Director.

Section Three: Current shortages and plans for filling them

- High priority positions to be filled near term using accelerated recruitment/replacement (e.g. relief from hiring freeze):
  - Federal Project Directors (FPD): The Pit Disassembly and Conversion Facility FPD position was posted and selection is underway. The Waste Solidification Building FPD position will be posted and filled in 2008.
- Medium priority positions to be filled using normal recruitment/replacement process:
  - Construction Engineers: Two positions were posted and filled in FY2007. Two additional positions will be posted in 2008.
  - Quality Assurance Project Engineer: Recruitment action is ongoing; one position has been posted.
  - Project Control Specialists: Two positions will be posted in 2008.
  - Safety Basis Engineer: One position will be posted in 2008.
  - Supervisory General Engineer (STSM): One position will be posted in 2008.
  - General Engineers: Three positions will be posted in 2008.
- Other positions to be covered by alternate means (e.g., matrix, support service contractors, other sites, programs or service centers).
  - Technical expertise in the "Software QA" Functional Area may be acquired through matrix support from the DOE-SR Operations Office or SRSO if a qualified candidate is not available through the recruitment process (e.g. under one of the General Engineer positions noted above or through the Future Leaders Program).
  - Short-term specialized expertise may be obtained from the Service Center.

Section Four: Projected shortage/surplus over the next five years

To support the Plutonium Disposition Program as it moves forward, NA-262 predicts a shortage of qualified technical personnel and expects to continue to recruit and fill positions in accordance with HQ guidance and direction.

Positions vacated at SRS as well as selected positions vacated at NA-26 HQ (e.g., through retirement) will be backfilled at SRS. Recruitment will consider changes to the NA-262 mission and any gaps left due to changes in currently planned matrix support from other organizations (e.g., DOE-SR Operations Office matrix support may be significantly reduced over the next 5+ years). NA-262 also supports the NNSA Future Leaders Program. One Future Leader is on staff and NA-262 will recruit an additional FLP in 2008.

Section Five: General comments or recommendations related to the Technical Staffing

Section Two - SITE CHARACTERISTICS TABLE [1]

Number of Hazard Category 1, 2, or 3 Nuclear Facilities:

HC 1 ___0_____ HC 2 _____0_____ HC 3 _____0_____

Number of Radiological Facilities[2]: 0

Number of High or Moderate Hazard Non-Nuclear Facilities: 0

Number of Low Hazard Non-Nuclear Facilities: 0

Number of Documented Safety Analyses: 0

Number of Safety Systems[3]: 0

Number of Site Contractor FTEs: 900 direct and matrix support contractors (WSRC, MOX Services and WGI)

Number of Federal Office FTEs: 20

1. Sites accountable to multiple Headquarter Program Offices should list FTE needs by each Cognizant Secretarial Office, e.g. Total 22 FTEs (EM – 20, NE – 2).
2. Radiological Facilities are defined in 10 CFR 830 as below Hazard Category 3 Facilities. Hazard Category 1, 2 or 3 Nuclear Facilities should not be double counted as Radiological Facilities.
3. Safety Systems must be credited in a Documented Safety Analysis.

Section 2 - Technical Staffing Summary Table (see Notes below)

TECHNICAL CAPABILITY	For All Facilities[1]		Comments
	Number of FTEs Needed[1]	Number of FTEs Onboard[1]	
Senior Technical Safety Managers	5	2	Current need - recruitment ongoing for 1 designated STSM; recruitment for 2 additional designated STSMs will occur in 2008. Currently 2 senior staff not designated by position are also STSM.
Safety System Oversight Personnel[2]	0	0	Future need – recruitment
Facility Representatives[3]	0	0	Future need – recruitment
Other Technical Capabilities:			
Aviation Safety Manager	0	0	
Aviation Safety Officer	0	0	
Chemical Processing	1	1	
Civil/Structural Engineering	1	0	Possible recruitment action
Construction Mgmt	6	2	Current need – recruitment (beginning 2008)
Criticality Safety	0	0	Future need – matrix from DOE-SR
Deactivation and Decommissioning	0	0	
Electrical Systems	1	0	Possible recruitment action
Emergency Management	1	1	
Environmental Compliance	0	0	Future DOE-SR matrix support
Environmental Restoration	0	0	
Facility Maintenance Mgmt	0	0	Future need
Fire Protection Engineering	0	0	Future DOE-SR matrix support
Industrial Hygiene	0	0	Future DOE-SR matrix support
Instrumentation and Control	0.5	0	Possible recruitment action
Mechanical Systems	1	1	
Nuclear Explosive Safety	0	0	
Nuclear Safety Specialist	7	6	Current need – recruitment (2008)
Occupational Safety	1	.5	Plus future DOE-SR matrix support
Quality Assurance	1	0	Current need – recruitment ongoing
Radiation Protection	0	0	Future DOE-SR matrix support
Safeguards and Security	1	.5	Plus future DOE-SR matrix support
Safety Software Quality Assurance	0.5	0	Possible recruitment action
Technical Program Manager	2	2	
Technical Training	0	0	
Transportation & Traffic Mgmt	0	0	Future need – matrix from DOE-SR
Waste Management	0	0	Future need – matrix from DOE-SR
Federal Project Directors[4]	4	2	One Level 4 qualified and one Level 2 candidate on board. One Level 4 recruitment ongoing; one Level 3 will be recruited in 2008.

Notes:

1. These columns identify the number of FTEs needed to perform the Federal Safety Assurance function for your site or office based on potential facility and operational hazards.
2. SSO staffing analysis worksheets may be used in this process. They are posted at http://www.ftcp.org.
3. Facility Representative staffing analysis worksheets are posted at http://www.ftcp.org.
4. Federal Project Managers/Directors are not qualified via the Technical Qualification Program but in accordance with DOE O 360.1A using the Project Management Career Development Program.

Annual Workforce Analysis and Staffing Plan Report
As of December 31, 2007
Reporting Office __NA-2.1 Chief of Defense Nuclear Safety

Section One: Current Mission(s) of the Organization and Potential Changes

1. The Office of the CDNS has the following specific responsibilities:
    - Provide NNSA management confidence in site nuclear operations via the following:
        i. Maintain an awareness of events and issues that have the potential to affect nuclear operations, and report these to NA-2 (CTA) on a daily/weekly basis as required.
        ii. Perform for-cause reviews as determined by NNSA management.
        iii. Assist Site Offices on technical issues as requested.
        iv. Conduct a biennial site review on nuclear safety.

    - Serve as central focus for NNSA nuclear standards and policies
    - Provide NNSA ownership and primary interface to other organizations for nuclear-related standards
    - Provide guidance as necessary to ensure consistent interpretation and application of nuclear safety requirements at NNSA sites.

Section Two: Technical Staffing

Section Two – Technical Staffing Summary Table (see Notes below)

	For All Facilities[1]		
Technical Capability	Number of FTEs Needed[1]	Number of FTEs Onboard[1]	Comments
Senior Technical Safety Managers	11	11	91% qualified (10 of 11)
Nuclear Safety Specialist	2	2	50% qualified (1of 2)

Section Three: Current shortages and plans for filling them

None

Section Four: Projected shortage/surplus over next five years

None

Section Five: General comments or recommendations related to the Technical Staffing

None

Annual Workforce Analysis and Staffing Plan Report
As of December 31, 2007
NA-3.6 Senior Advisor for ES&H

Section One: Current Mission(s) of the Organization and Potential Changes

The Office of the Senior Advisor for Environment, Safety and Health advises the Administrator on ES&H policy, standards, implementation, enforcement, metrics and issues (excluding nuclear safety) at all NNSA sites and facilities, including nuclear facilities.

Section Two: Technical Staffing

Section Two – Technical Staffing Summary Table (see Notes below)

	For All Facilities[1]		
Technical Capability	Number of FTEs Needed[1]	Number of FTEs Onboard[1]	Comments
Senior Technical Safety Managers	5	5	

Section Three: Current shortages and plans for filling them

None

Section Four: Projected shortage/surplus over next five years

None

Section Five: General comments or recommendations related to the Technical Staffing

None

Annual Workforce Analysis and Staffing Plan Report
As of December 31, 2007
Reporting Office: NNSA NA-10

Section One: Current Mission(s) of the Organization and Potential Changes

NNSA Mission:

To strengthen United States security through the military application of nuclear energy.

NNSA Vision:

To be an integrated nuclear security enterprise operating an efficient and agile nuclear weapons complex, recognized as preeminent in technical leadership and program management.

Organizational Changes:

NA – 10 plans to reorganize in March 2008, which may have an effect on technical staffing needs.

Section Two: SITE CHARACTERISTICS TABLE [1]

Number of Hazard Category 1, 2, or 3 Nuclear Facilities: HC 1: 0; HC 2: 0; HC 3: 0

Number of Radiological Facilities: 0

Number of High or Moderate Hazard Non-Nuclear Facilities: 0

Number of Low Hazard Non-Nuclear Facilities: 0

Number of Documented Safety Analyses: 0

Number of Safety Systems[2]: 0

Number of Site Contractor FTEs:

Number of Federal FTEs:

1. Sites accountable to multiple Headquarter Program Offices should list FTE needs by each Cognizant Secretarial Office, e.g. Total 22 FTEs (EM – 20, NE – 2).
2. Radiological Facilities are defined in 10 CFR 830 as below Hazard Category 3 Facilities. Hazard Category 1, 2 or 3 Nuclear Facilities should not be double counted as Radiological Facilities.
3. Safety Systems must be credited in a Documented Safety Analysis.

Annual Workforce Analysis and Staffing Plan Report
As of December 31, 2007
Reporting Office: NNSA Defense Programs, NA-10 units only

Section 2 - Technical Staffing Summary Table

TECHNICAL CAPABILITY	For All Facilities		Comments
	Number of FTEs Needed	Number of FTEs Onboard	
Senior Technical Safety Managers	26	26	
Safety System Oversight Personnel			
Facility Representatives			
Non-Assigned Functional Area Specialists	17	17	These are the nuclear weapons program managers and their engineers.
Other Technical Capabilities:			
Aviation Safety Manager			
Aviation Safety Officer			
Chemical Processing			
Civil/Structural Engineering			
Construction Mgmt			
Criticality Safety	1	1	Also qualified as STSM
Deactivation and Decommissioning			
Electrical Systems			
Emergency Management			
Environmental Compliance			
Environmental Restoration			
Facility Maintenance Mgmt			
Fire Protection Engineering			
Industrial Hygiene			
Instrumentation and Control			
Mechanical Systems			
Nuclear Explosive Safety	11	10	
Nuclear Safety Specialist	3	3	
Occupational Safety			
Quality Assurance			
Radiation Protection			
Safeguards and Security			
Safety Software Quality Assurance			
Technical Program Manager			
Technical Training			
Transportation & Traffic Mgmt			
Waste Management			
Federal Project Directors			

Section Three: Current shortages and plans for filling them

None.

Section Four: Projected shortage/surplus over next five years

None.

Section Five: General concerns or recommendations related to the Technical Staffing

None.

Annual Workforce Analysis and Staffing Plan Report
As of December 31, 2007
Reporting Office: NNSA Defense Nuclear Security, NA-70

Section 2 - Technical Staffing Summary Table

TECHNICAL CAPABILITY	For All Facilities		Comments
	Number of FTEs Needed	Number of FTEs Onboard	
Senior Technical Safety Managers			
Safety System Oversight Personnel			
Facility Representatives			
Non-Assigned Functional Area Specialists			
Other Technical Capabilities:			
Aviation Safety Manager			
Aviation Safety Officer			
Chemical Processing			
Civil/Structural Engineering			
Construction Mgmt			
Criticality Safety			
Deactivation and Decommissioning			
Electrical Systems			
Emergency Management			
Environmental Compliance			
Environmental Restoration			
Facility Maintenance Mgmt			
Fire Protection Engineering			
Industrial Hygiene			
Instrumentation and Control			
Mechanical Systems			
Nuclear Explosive Safety			
Nuclear Safety Specialist			
Occupational Safety			
Quality Assurance			
Radiation Protection			
Safeguards and Security	19	19	
Safety Software Quality Assurance			
Technical Program Manager			
Technical Training			
Transportation & Traffic Mgmt			
Waste Management			
Federal Project Directors			